



# Brownfield Redevelopment Authority of Jackson County

April 29, 2016

Served by The Enterprise Group

Mr. Craig Mankowski  
Project Officer  
United States Environmental Protection Agency  
Region V  
77 West Jackson Boulevard – SE-7J  
Chicago, Illinois 60604-3507

Recipient: Jackson County, Michigan  
Cooperative Agreement No. BF-00E01517-0

Report No.: Quarterly Report #2, 2<sup>nd</sup> Quarter FY 2016

Dear Mr. Mankowski:

On behalf of Jackson County, Michigan and its Brownfield Redevelopment Authority, I am submitting the Quarterly Report that provides an update on the implementation of the Assessment Grant for Hazardous Substances and Petroleum Contaminated Sites (Cooperative Agreement No. BF-00E01517-0) and covers the period between January 1, 2016 and March 30, 2016.

Please contact me if you have any questions or if you would like additional information.

Sincerely,

A handwritten signature in blue ink that reads "Amy L. Torres".

Ms. Amy L. Torres  
Executive Director  
Jackson County Brownfield Redevelopment Authority

## **I. REPORT PERIOD**

Reporting Period: January 1, 2016 – March 30, 2016

### **1. PROGRESS AT MEETING PROJECT OBJECTIVES**

#### **1.1 Summary of Approved Activities during the Reporting Period**

- Envirologic completed assessment activities at a site acquired by a Trucking Company (Apollo Express). The assessment aided the firm in its acquisition of the site and also helped secure a “closure” of an underground storage tank release at the site.
- Assessment work for redevelopment of an old Ford Motor plant located in the Village of Brooklyn was completed. Evaluation of the data is ongoing, but will likely require the need for vapor mitigation systems in the building due to the identification of sub-slab soil gas at concentrations exceed screening levels. The Board also authorized work to continue to evaluate financial incentives that can aid in the deployment of engineering controls and redevelopment of the site. Work on this site is ongoing.
- Efforts continued to enhance existing community engagement efforts, including new program educational materials, maps showing the target community and high priority sites, review of policies and application forms, etc. At the completion of meetings, information will be compiled for U.S. EPA.

#### **1.2 Outputs**

- Phase II ESA, 1800 Losey Street, Jackson, MI (Apollo Express)

#### **1.3 Outcomes**

- Number of Projects in Target Community: 0
- As projects are initiated and completed, we will provide estimates of the number of jobs leveraged, cleanup funds leveraged, dollars of private investment leveraged, other funding sources leveraged, etc.

Table 1: Leveraged Funding

Site	Private Investment for Assessment and/or Cleanup	Private Investment	Other Funding
<b>GRAND TOTAL:</b>			

Table 2: Leveraged Jobs

Site	Jobs Retained	Jobs Created (estimated)
<b>GRAND TOTAL</b>		

1.4 Challenges Encountered

No challenges were encountered that will affect project progress of the project.

## **2. PROJECT SCHEDULES AND MILESTONES**

The QAPP was approved and allowed Jackson County to move forward on several pending projects.

## **3. SITE-SPECIFIC MILESTONES**

- Assessment activities completed at Apollo Express
- Assessment at Apollo Express resulted in an Unrestricted Residential Closure of a petroleum release
- Field work completed at Ford Motor Plant, Brooklyn, MI

## **4. BUDGET UPDATE**

- Budget can be viewed in Attachment B.

**ATTACHMENT A**

**OTHER MATERIALS**



Brownfield Redevelopment Authority  
Of Jackson County  
Served By The Enterprise Group

**MEETING AGENDA**  
**February 4, 2016 - 7:30 a.m.**  
**County Tower Building~Commission Chambers, 5<sup>th</sup> Floor, 120 W. Michigan Avenue**

**Agenda Review**

**Call to Order**

**Public Comment**

**Consent Agenda – Items removed to be considered separately**

- a) \*Minutes from December 3, 2015 JCBRA Annual Board meeting
- b) \*Approval of November 30, 2015 Financial Statements
- c) \*Approval of December 31, 2015 Financial Statements
- d) \*Approval of JCBRA Bills through December 31, 2015

**BRA Active Project Updates**

- a) Great Lakes Industry/Fern Ventures Update
- b) Old Irish Mill Project Update
- c) Crown Industrial Update
- d) Kelsey-Hayes Site Update
- e) Apollo Express Project Update
- f) The Book Exchange Project Update
- g) Other Updates

**Old Business**

None at this time.

**New Business**

- a) \*Community Engagement Presentation
- b) Consideration of JCBRA Representation on The EG Board

**Director's/Staff Comments**

**Board Member Comments**

**Task Force Comments/Updates**

- a) City BRA Update
- b) Envirologic Update

**Community/Public Comments**

**Next Meeting:** Board Meeting scheduled for March 3, 2016, County Tower Building, Commissioners' Chambers, at 7:30 a.m.

**Adjourn**

*\*indicates attachment*



Brownfield Redevelopment Authority  
Of Jackson County

Served By The Enterprise Group

**JCBRA Annual Board Meeting Minutes  
December 3, 2015  
Jackson County Tower Building – Commission Chambers**

**Present: (9)** Brad Brelinski, Jim Dunn, Dan Greer, Ted Hilleary, Rod Melling, Brad Runkle, Mark Schopmeyer, Jim Seitz, and Steve Shotwell.

**Absent: (0)** None.

**Task Force Partners:** David Stegink, Envirologic and Michael Overton, County Administrator.

**EG Staff:** Amy Torres and Debbie Kelly

**Cooperative Partners:** None.

**Others:** Kevin DeMay, Book Exchange

**Agenda Review**

**Call to Order:** 7:33 a.m. by Chairman Dunn.

**Public Comment:** None.

**Consent Agenda:** *Motion by Mr. Shotwell to approve consent agenda, as presented. Supported by Mr. Hilleary. Approved unanimously by roll call vote.*

**BRA Active Project Updates:**

- a. **Great Lakes Industry/Fern Ventures:** Ms. Torres shared that JCBRA Staff is in the process of reviewing the tax increment finance reimbursement from the 2015 summer tax distributions, and anticipates delivering the reimbursement check soon.
- b. **Old Irish Mill:** Mr. Stegink shared that until the QAPP is approved by the U.S. EPA, no work can commence.
- c. **Crown Industrial:** Mr. Stegink reported that Envirologic provide the company with the BEA and Due Care Compliance documents. Ms. Torres added that the packet of information was very large, with complex, detailed scientific data. Mr. Stegink concluded that they have met all requirements and will be closing on the buildings in two weeks. Ms. Torres announced that the Economic Development Corporation of Jackson County (EDC) approved a \$200,000 Revolving Loan yesterday. The EDC is also staffed and served by The EG. The funds will be used primary for the epoxy flooring to control any air concerns within the building.
- d. **Kelsey-Hayes Site:** Mr. Stegink noted that the MDEQ data is being reviewed and the next step is to evaluate the information.

- e. **Apollo Express:** Mr. Stegink mentioned that the eligibility request was submitted to the MDEQ, which is the first step for petroleum funded projects. He expects to receive a response within one or two weeks.
- f. **Other updates:** Ms. Torres shared that she was contacted by the Jackson County Treasurer regarding Michner Plating, and noted that all parties are meeting today with the MDEQ and Envirollogic to discuss the Mechanic Street location as well as the Angling Avenue location. Mr. Stegink added that he assisted with the agenda for today's meeting. Mr. Shotwell voiced his concerns regarding the EPA cleaning up the site since over \$1 Million has been invested into this site already. Ms. Torres reminded the Board that Envirollogic is aware of EPA clean-up grants and will explore all funding options, and she is glad that the JCBRA is involved as this will bring a sense of urgency. Mr. Stegink concluded by confirming that all of these issues are on the agenda for discussion because he has a lot of concerns as well. The meeting today is a starting point to reach an ultimate solution for the benefit of the entire community.

**Old Business:** None.

**New Business:**

- a. **Consider Work Order #59 and authorize Chairman to execute Reimbursement Agreement for Book Exchange:** Ms. Torres noted that everything was included within the Board packet except the application, and apologized for the oversight. Mr. Kevin DeMay, owner of the Book Exchange was in the audience and shared that they have a long-term lease with the investor, who is purchasing the building. Mr. DeMay explained the proposed project and presented the layout to the Board, which included pictures. Work Order #59 in the amount of \$6,000 was included in the Board packets for a Phase I and BEA. Ms. Torres added that this project is in the City of Jackson and has asked the applicant to get a letter from the City BRA stating they are unable to provide funding toward the environmental assessment for this project. Ms. Torres shared that Jonathan Greene can't get a letter until the City BRA meets on December 9<sup>th</sup>, and recommends approval of this Work Order, subject to receiving a letter from the City BRA. *Motion by Mr. Greer to approve Work Order #59 in the amount of \$6,000 to Envirollogic to conduct a Phase I and BEA for the Book Exchange, contingent upon the City BRA concurrence, and authorize the Chairman to execute the Reimbursement Agreement. Supported by Mr. Melling. Approved unanimously by roll call vote.*
- b. **2015 End of Year Report:** Ms. Kelly presented the report. *Motion by Mr. Greer to receive the 2015 End of Year Report, as presented. Supported by Chairman Dunn. Approved unanimously.*
- c. **2016 Scope of Work:** Ms. Kelly presented the report mentioning that it mirrors last year's. *Motion by Mr. Greer to approve the 2016 Scope of Work, as presented. Supported by Mr. Runkle. Approved unanimously.*
- d. **2016 JCBRA/EG Management Agreement:** Ms. Kelly shared that it mirrors last year's Management Agreement, with the same terms. *Motion by Mr. Shotwell to approve the JCBRA/EG Management Agreement for 2016, as presented and authorized the Chairman to sign. Supported by Mr. Greer. Approved unanimously by roll call vote.*



- e. **2016 Election of Officers:** Mr. Greer suggested nominating the same slate as last year: Chairman Dunn, Vice Chairman Shotwell, Treasurer Greer, and Secretary Schopmeyer. *Motion by Mr. Greer to keep the current slate of JCBRA Officers for 2016. Supported by Mr. Melling. Approved unanimously.*
- f. **Recommendations for Term Renewals:** Mr. Brelinski, Mr. Schopmeyer, and Mr. Seitz's terms will expire on March 31, 2016. *Motion by Mr. Shotwell to authorize JCBRA Staff to submit a recommendation to the County Agencies and Affairs Committee for reappointing Mr. Brelinski, Mr. Schopmeyer, and Mr. Seitz for another term, subject to County Commission approval. Supported by Mr. Greer. Approved unanimously.*
- g. **2016 JCBRA Meeting Schedule:** Ms. Kelly presented the 2016 JCBRA Meeting schedule, which is every month due to our successful grant status. *Motion by Mr. Greer to approve the 2016 JCBRA Meeting Schedule, as presented. Supported by Mr. Brelinski. Approved unanimously.*

**Director / Staff Comments:** Ms. Kelly reminded everyone that as EG Investors, they are all invited to The EG Investor Thank You Event later this afternoon at Ella Sharp Museum. Mr. Runkle requested information regarding the Michner Plating project and Mr. Stegink responded that he would send it to him. Mr. Shotwell thanked everyone for their commitment to Jackson County, and Mr. Greer voiced the same from the City's perspective, and noted that the County and City BRAs are a great example of collaboration in this community, stating– it wasn't easy, but we did it! Ms. Torres ensures that all City projects are referred to the City BRA first.

**Board Member Comments:** None.

**Task Force Comments/Updates:**

**City BRA Update:**

- a. Mr. Greer invited the Board to the City BRA Board Meeting on December 9, 2015 at 12 p.m. on the third floor at City Hall. Mr. Greer appreciates the referrals they have been receiving from The EG and the JCBRA. Mr. Greer shared that the City is considering a proposed commercial development, with apartments on the upper floors for a downtown building. The development is contingent upon Louis Glick and Washington becoming two-way streets.
- b. **Envirologic Update:** Mr. Stegink reported that Envirologic is closely watching proposed legislation amendments to the Brownfield Financing Act, which would allow libraries to exempt themselves from Brownfield Plans. This same amendment would apply to Downtown Development Authorities (DDAs) and Local Development Finance Authorities (LDFAs). The MDEQ announced their opposition to this proposed legislative amendment, and Envirologic plans to express the same. Mr. Greer added that the MML would likely be made aware of this and he will look into it as well, ultimately following it and testifying against it. As Staff is made aware of any changes, the Board will be kept in the loop. On a local level, Ms. Torres shared that when the JCBRA adopted Brownfield Plans during previous grants, the Jackson District Library asked JCBRA Staff to present information to their Board and staff. The taxing entities see a Brownfield Plan as money they are not receiving and it is confusing to most. Currently, taxing entities cannot opt-out of Brownfield Plans, but they can opt-out of DDA and LDFA Tax Increment Finance and Development Plan/Amendments, if the districts are expanded.

**Community / Public Comments:** Mr. Overton shared that local libraries receive a lot of court revenues based upon the number of traffic tickets issued.

Chairman Dunn wishes the best to all! Merry Christmas and Happy New Year!

**Next Meeting:** The JCBRA Board Meeting is scheduled for Thursday, January 7, 2016 at 7:30 a.m. and will be held on the 5<sup>th</sup> floor of the County Tower Building in the Commission Chambers.

**Adjourned:** 8:22 a.m.

Respectfully submitted by Amy L. Torres and Debbie Kelly, JCBRA Staff.

**BROWNFIELD REDEVELOPMENT AUTHORITY**  
**STATEMENT OF FINANCIAL POSITION**  
**November 30, 2015**

**ASSETS**

**CURRENT ASSETS**

CHECKING ACCOUNT	\$ 9,784.98	
TIF ACCOUNT	44,754.97	
CHECKING ACCOUNT- ZM BCRLF	32,748.88	
SHORT TERM REC - ZM	<u>35,536.68</u>	
TOTAL CURRENT ASSETS		122,825.51

**OTHER ASSETS**

NOTE REC - ZM BCRLF	<u>577,471.65</u>	
TOTAL OTHER ASSETS		<u>577,471.65</u>

<b>TOTAL ASSETS</b>		<b><u><u>\$ 700,297.16</u></u></b>
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**LIABILITIES AND NET ASSETS**

**CURRENT LIABILITIES**

TOTAL CURRENT LIABILITIES		0.00
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**LONG TERM LIABILITIES**

COUNTY OF JACKSON LOAN	<u>\$ 117,500.00</u>	
TOTAL LONG TERM LIABILITIES		<u>117,500.00</u>

TOTAL LIABILITIES		117,500.00
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**NET ASSETS**

UNRESTRICTED FUND EQUITY	604,969.81	
EXCESS REVENUE OVER EXPENSE	<u>(22,172.65)</u>	
TOTAL NET ASSETS		<u>582,797.16</u>

<b>TOTAL LIABILITIES &amp; NET ASSETS</b>		<b><u><u>\$ 700,297.16</u></u></b>
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**BROWNFIELD REDEVELOPMENT AUTHORITY**  
**STATEMENT OF ACTIVITY**  
**For the Eleven Months Ending November 30, 2015**

	Current Month	Year to Date
<b>REVENUES</b>		
TIF INCOME	\$ 1,201.26	\$ 11,688.93
	<hr/>	<hr/>
TOTAL REVENUES	1,201.26	11,688.93
	<hr/>	<hr/>
<b>EXPENSES</b>		
STAFF TIME - BCRLF REPAYMENT	0.00	4,896.92
CONSULTING - BRA - BCRLF	13,474.44	24,862.13
EPA ASSESSEMENT EXPENSE - BRA	0.00	963.36
TIF REIMBURSEMENT EXP - BRA	0.00	2,922.07
MISCELLANEOUS - BRA	0.00	217.10
	<hr/>	<hr/>
TOTAL EXPENSES	13,474.44	33,861.58
	<hr/>	<hr/>
<b>EXCESS REVENUE OVER EXPENSE</b>	<b>(\$ 12,273.18)</b>	<b>(\$ 22,172.65)</b>
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**BROWNFIELD REDEVELOPMENT AUTHORITY**

**General Ledger**

**For the Period From Nov 1, 2015 to Nov 30, 2015**

Filter Criteria includes: Report order is by ID. Report is printed with shortened descriptions and in Detail Format.

Account ID	Account Description	Date	Reference	Jrnl	Trans Description	Debit Amt	Credit Amt	Balance
1010-BRA-000	CHECKING ACCOUNT	11/1/15			Beginning Balance			9,784.98
		<b>11/30/15</b>			<b>Ending Balance</b>			<b>9,784.98</b>
1020-BRA-000	TIF ACCOUNT	11/1/15			Beginning Balance			43,553.71
					B.C. Twp- 2015 Summer TIF for Fern			
1020-BRA-000	TIF ACCOUNT	11/10/15	deposit	GENJ	Ventures (IFF capture only)	1,201.26		
1020-BRA-000	TIF ACCOUNT				Current Period Change	1,201.26		1,201.26
		<b>11/30/15</b>			<b>Ending Balance</b>			<b>44,754.97</b>
1025-BRA-000	CHECKING ACCOUNT- ZM BCRLF	11/1/15			Beginning Balance			43,261.93
1025-BRA-000	CHECKING ACCOUNT- ZM BCRLF	11/10/15	deposit	GENJ	Zimmer Marble - April 2015 pmt	2,961.39		
1025-BRA-000	CHECKING ACCOUNT- ZM BCRLF	11/30/15	1054	CDJ	Envirologic Technologies Inc.		13,474.44	
1025-BRA-000	CHECKING ACCOUNT- ZM BCRLF				Current Period Change	2,961.39	13,474.44	-10,513.05
		<b>11/30/15</b>			<b>Ending Balance</b>			<b>32,748.88</b>
1150-BRA-000	SHORT TERM REC - ZM	11/1/15			Beginning Balance			35,536.68
		<b>11/30/15</b>			<b>Ending Balance</b>			<b>35,536.68</b>
1205-BRA-000	NOTE REC - ZM BCRLF	11/1/15			Beginning Balance			580,433.04
1205-BRA-000	NOTE REC - ZM BCRLF	11/10/15	deposit	GENJ	Zimmer Marble - April 2015 pmt		2,961.39	
1205-BRA-000	NOTE REC - ZM BCRLF				Current Period Change		2,961.39	-2,961.39
		<b>11/30/15</b>			<b>Ending Balance</b>			<b>577,471.65</b>
2005-BRA-000	A/P GENERAL	11/1/15			Beginning Balance			
2005-BRA-000	A/P GENERAL	11/30/15	1685	PJ	Envirologic Technologies Inc.		13,474.44	
					Envirologic Technologies Inc. - Invoice:			
2005-BRA-000	A/P GENERAL	11/30/15	1054	CDJ	1685	13,474.44		
2005-BRA-000	A/P GENERAL				Current Period Change	13,474.44	13,474.44	
		<b>11/30/15</b>			<b>Ending Balance</b>			
2025-BRA-000	COUNTY OF JACKSON LOAN	11/1/15			Beginning Balance			-117,500.00
		<b>11/30/15</b>			<b>Ending Balance</b>			<b>-117,500.00</b>
3005-BRA-000	UNRESTRICTED FUND EQUITY	11/1/15			Beginning Balance			-604,969.81
		<b>11/30/15</b>			<b>Ending Balance</b>			<b>-604,969.81</b>
4825-BRA-000	TIF INCOME	11/1/15			Beginning Balance			-10,487.67

Account ID	Account Description	Date	Reference	Jrnl	Trans Description	Debit Amt	Credit Amt	Balance
4825-BRA-000	TIF INCOME	11/10/15	deposit	GENJ	B.C. Twp- 2015 Summer TIF for Fern Ventures (IFF capture only)		1,201.26	
4825-BRA-000	TIF INCOME				Current Period Change		1,201.26	-1,201.26
		<b>11/30/15</b>			<b>Ending Balance</b>			<b>-11,688.93</b>
5100-BRA-000	STAFF TIME - BCRLF REPAYMENT	11/1/15			Beginning Balance			4,896.92
		<b>11/30/15</b>			<b>Ending Balance</b>			<b>4,896.92</b>
5710-BRA-000	CONSULTING - BRA - BCRLF	11/1/15			Beginning Balance			11,387.69
5710-BRA-000	CONSULTING - BRA - BCRLF	11/30/15	1685	PJ	Envirologic Technologies Inc. - Crown Industrial work done thru 10/31/15, w/o#57	13,474.44		
5710-BRA-000	CONSULTING - BRA - BCRLF				Current Period Change	13,474.44		13,474.44
		<b>11/30/15</b>			<b>Ending Balance</b>			<b>24,862.13</b>
5720-BRA-000	EPA ASSESSEMENT EXPENSE - BRA	11/1/15			Beginning Balance			963.36
		<b>11/30/15</b>			<b>Ending Balance</b>			<b>963.36</b>
6005-BRA-000	TIF REIMBURSEMENT EXP - BRA	11/1/15			Beginning Balance			2,922.07
		<b>11/30/15</b>			<b>Ending Balance</b>			<b>2,922.07</b>
9010-BRA-000	MISCELLANEOUS - BRA	11/1/15			Beginning Balance			217.10
		<b>11/30/15</b>			<b>Ending Balance</b>			<b>217.10</b>

**BROWNFIELD REDEVELOPMENT AUTHORITY**  
**STATEMENT OF FINANCIAL POSITION**  
**December 31, 2015**

**ASSETS**

**CURRENT ASSETS**

CHECKING ACCOUNT	\$ 10,748.34	
TIF ACCOUNT	47,063.48	
CHECKING ACCOUNT- ZM BCRLF	32,748.88	
SHORT TERM REC - ZM	<u>35,536.68</u>	
TOTAL CURRENT ASSETS		126,097.38

**OTHER ASSETS**

NOTE REC - ZM BCRLF	<u>577,471.65</u>	
TOTAL OTHER ASSETS		<u>577,471.65</u>

<b>TOTAL ASSETS</b>		<b><u><u>\$ 703,569.03</u></u></b>
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**LIABILITIES AND NET ASSETS**

**CURRENT LIABILITIES**

A/P GENERAL	<u>\$ 8,871.75</u>	
TOTAL CURRENT LIABILITIES		8,871.75

**LONG TERM LIABILITIES**

COUNTY OF JACKSON LOAN	<u>117,500.00</u>	
TOTAL LONG TERM LIABILITIES		<u>117,500.00</u>

TOTAL LIABILITIES		126,371.75
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**NET ASSETS**

UNRESTRICTED FUND EQUITY	604,969.81	
EXCESS REVENUE OVER EXPENSE	<u>(27,772.53)</u>	
TOTAL NET ASSETS		<u>577,197.28</u>

<b>TOTAL LIABILITIES &amp; NET ASSETS</b>		<b><u><u>\$ 703,569.03</u></u></b>
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**BROWNFIELD REDEVELOPMENT AUTHORITY**  
**STATEMENT OF ACTIVITY**  
**For the Twelve Months Ending December 31, 2015**

	Current Month	Year to Date
<b>REVENUES</b>		
EPA ASSESSMENT GRANT	\$ 963.36	\$ 963.36
TIF INCOME	11,220.21	22,909.14
	<hr/>	<hr/>
TOTAL REVENUES	12,183.57	23,872.50
	<hr/>	<hr/>
<b>EXPENSES</b>		
STAFF TIME - BCRLF REPAYMENT	0.00	4,896.92
CONSULTING - BRA - BCRLF	8,871.75	33,733.88
EPA ASSESSEMENT EXPENSE - BRA	0.00	963.36
TIF REIMBURSEMENT EXP - BRA	8,911.70	11,833.77
MISCELLANEOUS - BRA	0.00	217.10
	<hr/>	<hr/>
TOTAL EXPENSES	17,783.45	51,645.03
	<hr/>	<hr/>
<b>EXCESS REVENUE OVER EXPENSE</b>	<b>(\$ 5,599.88)</b>	<b>(\$ 27,772.53)</b>
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# BROWNFIELD REDEVELOPMENT AUTHORITY

## General Ledger

For the Period From Dec 1, 2015 to Dec 31, 2015

Filter Criteria includes: Report order is by ID. Report is printed with shortened descriptions and in Detail Format.

Account ID	Date	Reference	Jrnl	Trans Description	Debit Amt	Credit Amt	Balance
<b>Account Description</b>							
1010-BRA-000	12/1/15			Beginning Balance			9,784.98
CHECKING ACCOUNT	12/14/15	ASAP deposit	GENJ	ASAP Grant Pmt (reim#1), for A.T. travel costs to attend Brn Conf in Chicago, grant elig exp	963.36		
	12/31/15			Current Period Change	963.36		963.36
				<b>Ending Balance</b>			<b>10,748.34</b>
1020-BRA-000	12/1/15			Beginning Balance			44,754.97
TIF ACCOUNT	12/8/15	Blk.Ch.Twp dep	GENJ	Blackman Chtr Twp cks- Fern Ventures, NW Refuse	11,220.21		
	12/9/15	1014	CDJ	Fern Ventures, LLC		8,911.70	
	12/31/15			Current Period Change	11,220.21	8,911.70	2,308.51
				<b>Ending Balance</b>			<b>47,063.48</b>
1025-BRA-000	12/1/15			Beginning Balance			32,748.88
CHECKING ACCOUNT- ZM BCRLF	12/31/15			<b>Ending Balance</b>			<b>32,748.88</b>
1150-BRA-000	12/1/15			Beginning Balance			35,536.68
SHORT TERM REC - ZM	12/31/15			<b>Ending Balance</b>			<b>35,536.68</b>
1205-BRA-000	12/1/15			Beginning Balance			577,471.65
NOTE REC - ZM BCRLF	12/31/15			<b>Ending Balance</b>			<b>577,471.65</b>
2005-BRA-000	12/1/15			Beginning Balance			
A/P GENERAL	12/1/15	1650	PJ	Envirologic Technologies Inc.		26.25	
	12/1/15	1649	PJ	Envirologic Technologies Inc.		157.50	
	12/4/15	1753	PJ	Envirologic Technologies Inc.		5,138.00	
	12/8/15	1781	PJ	Envirologic Technologies Inc.		3,000.00	
	12/8/15	1780	PJ	Envirologic Technologies Inc.		105.00	

Account ID	Date	Reference	Jrnl	Trans Description	Debit Amt	Credit Amt	Balance
<b>Account Description</b>							
	12/8/15	1779	PJ	Envirologic Technologies Inc.		445.00	
	12/9/15	Summer_2015_TIPJ		Fern Ventures, LLC		8,911.70	
	12/9/15	1014	CDJ	Fern Ventures, LLC - Invoice: Summer_2015_TIFreimb	8,911.70		
				Current Period Change	8,911.70	17,783.45	-8,871.75
	<b>12/31/15</b>			<b>Ending Balance</b>			<b>-8,871.75</b>
2025-BRA-000	12/1/15			Beginning Balance			-117,500.00
COUNTY OF JACKSON LOAN	<b>12/31/15</b>			<b>Ending Balance</b>			<b>-117,500.00</b>
3005-BRA-000	12/1/15			Beginning Balance			-604,969.81
UNRESTRICTED FUND EQUITY	<b>12/31/15</b>			<b>Ending Balance</b>			<b>-604,969.81</b>
4815-BRA-000	12/1/15			Beginning Balance			
EPA ASSESSMENT GRANT	12/14/15	ASAP deposit	GENJ	ASAP Grant Pay (reim#1), for A.T. travel costs to attend Brn Conf in Chicago, grant elig exp		963.36	
				Current Period Change		963.36	-963.36
	<b>12/31/15</b>			<b>Ending Balance</b>			<b>-963.36</b>
4825-BRA-000	12/1/15			Beginning Balance			-11,688.93
TIF INCOME	12/8/15	Blk.Ch.Twp dep	GENJ	B.C.Twp -Summer'15 TIF - NWREfuse/Granger		259.77	
	12/8/15	Blk.Ch.Twp dep	GENJ	B.C.Twp -Summer15 Ad Valorum -Fern Ventures		10,960.44	
				Current Period Change		11,220.21	-11,220.21
	<b>12/31/15</b>			<b>Ending Balance</b>			<b>-22,909.14</b>
5100-BRA-000	12/1/15			Beginning Balance			4,896.92
STAFF TIME - BCRLF REPAYMENT	<b>12/31/15</b>			<b>Ending Balance</b>			<b>4,896.92</b>
5710-BRA-000	12/1/15			Beginning Balance			24,862.13

Account ID Account Description	Date	Reference	Jrnl	Trans Description	Debit Amt	Credit Amt	Balance
CONSULTING - BRA - BCRLF	12/1/15	1650	PJ	Envirologic Technologies Inc. - TIF related expenses thru 10/31	26.25		
	12/1/15	1649	PJ	Envirologic Technologies Inc. - w/o#51-Fern Ventures Brn Plan expenses thru 11/29/15	157.50		
	12/4/15	1753	PJ	Envirologic Technologies Inc. - w/o #57-Crown Ind Services thru 11/29/15, proj #150273	5,138.00		
	12/8/15	1781	PJ	Envirologic Technologies Inc. - QAPP prep thru 11/29/15, w/o#53	3,000.00		
	12/8/15	1780	PJ	Envirologic Technologies Inc. - Genl Consult Re: Michner Plating, thru 11/29/15	105.00		
	12/8/15	1779	PJ	Envirologic Technologies Inc. - Apollo Express, prof fees thru 11/29/15	445.00		
	12/31/15			Current Period Change	8,871.75		8,871.75
				<b>Ending Balance</b>			<b>33,733.88</b>
5720-BRA-000 EPA ASSESSEMENT EXPENSE - BRA	12/1/15			Beginning Balance			963.36
	12/31/15			<b>Ending Balance</b>			<b>963.36</b>
6005-BRA-000	12/1/15			Beginning Balance			2,922.07
TIF REIMBURSEMENT EXP - BRA	12/9/15	Summer_2015_TIPJ		Fern Ventures, LLC - 2015 Summer TIF reimbursement to GLI/Fern Ventures, per Brn.Plan/Reim.Agreement	8,911.70		
	12/31/15			Current Period Change	8,911.70		8,911.70
				<b>Ending Balance</b>			<b>11,833.77</b>
9010-BRA-000 MISCELLANEOUS - BRA	12/1/15			Beginning Balance			217.10
	12/31/15			<b>Ending Balance</b>			<b>217.10</b>



February 4, 2016 Invoice and Grant Activity Report

**EPA Assessment - Hazardous Grant ACTIVITIES:**

FUND CATEGORY	AMOUNT
Revenue	
US EPA Assessment Grant – Hazardous Portion	\$200,000.00
<b>Expenses:</b>	
<i>Envirologic: Work Order #53 for QAPP Update through November 29, 2015 (50/50 split)</i>	\$1,500.00
<i>Envirologic: Programmatic Activities for General Consultation for Michner Plating Meeting through November 29, 2015 (50/50 split)</i>	\$52.50
<i>Envirologic: Work Order #56 for Community Engagement activities through January 1, 2016 (50/50 split)</i>	\$115.00
<i>Envirologic: Work Order #55 for securing public file information for Kelsey-Hayes TRW site through January 1, 2016</i>	\$1,790.86
<b>Total:</b>	<b>\$3,458.36</b>
<i>Spent thru January 31, 2016</i>	<b>\$3,940.04</b>
<b>Available Grant Total:</b>	<b>\$196,059.96</b>

**EPA Assessment - Petroleum Grant ACTIVITIES:**

FUND CATEGORY	AMOUNT
Revenue	
US EPA Assessment Grant – Petroleum Portion	\$200,000.00
<b>Expenses:</b>	
<i>Envirologic: Work Order #53 for QAPP Update through November 29, 2015 (50/50 split)</i>	\$1,500.00
<i>Envirologic: Programmatic Activities for General Consultation for Michner Plating Meeting through November 29, 2015 (50/50 split)</i>	\$52.50
<i>Envirologic: Work Order #56 for Community Engagement activities through January 1, 2016 (50/50 split)</i>	\$115.00
<i>Envirologic: Phase II ESA and UST investigation for Apollo Express through November 29, 2015</i>	\$445.00
<i>Envirologic: Services through January 1, 2016 for Book Exchange</i>	\$1,601.77
<b>Total:</b>	<b>\$3,714.27</b>
<i>Spent thru January 31, 2016</i>	<b>\$4,195.95</b>
<b>Available Grant Total:</b>	<b>\$195,804.05</b>





Brownfield Redevelopment Authority  
Of Jackson County  
Served By The Enterprise Group

### **RE: Building Communities through Brownfield Redevelopment:**

Jackson County, the Jackson County Brownfield Redevelopment Authority and The Enterprise Group are pleased to be able to participate in helping your project move forward. The work of the Jackson County Brownfield Redevelopment Authority is funded largely by our access to U.S. Environmental Protection Agency (EPA) Brownfield Assessment Grants and other resources. Access to these funds is highly competitive, and we are able to secure these dollars based on our ability to continually demonstrate an effective use of funds to restore properties to productive use and positively impact local economic and community conditions.

As good stewards of the funds, it is important for us to help demonstrate how every project helps us promote EPA's objectives. The EPA's Brownfields Assessment Program is being carried out consistent with the principles of the Partnership for Sustainable Communities (PSC) established by the U.S. Department of Housing and Urban Development (HUD), U.S. Department of Transportation (DOT), and the EPA. The PSC was conceived to advance development patterns and infrastructure investment programs that achieve improved economic prosperity, and healthy, environmentally sustainable, and opportunity-rich communities for all Americans, regardless of race or income.

**One way we have chosen to implement these principles is to ask those businesses that we support to consider ways they can have a positive effect on the neighborhood in which their brownfield project is located.** Such an effort positively impacts the lives of those that have been most affected by a Brownfield site. Examples include:

- Targeting local residents for future job opportunities
- Providing public infrastructure improvements that benefit both the business and community
- Enhancing public transportation access to your site and neighborhood
- Improving nearby residents' access to greenspace and recreational properties, schools, public transit, etc.
- Or considering other projects that promote sustainable and equitable development.

These goals can be met by enhancing your existing project to include features that encompass these principles, and by working with existing organizations in the neighborhood that help advance these values. To help you know where you can start, we have prepared a list of organizations that work both at the neighborhood level and throughout the community. They stand ready to help you know where a small effort on your part can positively impact the neighborhood that has been impacted by Brownfield sites.

We encourage you to find ways that have a positive impact both on your business and your local neighborhood. Perhaps now is not the best time as you are undoubtedly preoccupied with the many details of your existing project – but please consider the energy and efforts of others in your organization that may be able and willing to advance such an effort. We hope that you will report back to us on any and all efforts your organization has been able to undertake. This helps us demonstrate the benefit of our public support for your project and compete for additional funds in the future.

Thank you for your investment in Jackson County!

A handwritten signature in cursive script that reads "Amy L. Torres".

Amy L. Torres  
JCBRA Executive Director on behalf of  
The Enterprise Group of Jackson, Inc.



Brownfield Redevelopment Authority  
Of Jackson County  
Served By The Enterprise Group

**RE: Building Sustainably in Jackson County**

Thank you for your investment in Jackson County, Michigan! Jackson County and its Brownfield Redevelopment Authority, staffed by The Enterprise Group, work hard to provide business development and expansion opportunities throughout the County. One of the ways we have been able to support these opportunities is through our access to U.S. Environmental Protection Agency Brownfield Assessment Grant funds. We have been able to secure these competitive dollars through our continued demonstration that the funds have been effectively used to restore use of Brownfield sites, improve local economic conditions, and improve the environment.

One way for us to help demonstrate these criteria is to ensure that individuals and businesses are aware of existing information and technologies that help our community conserve energy, preserve natural resources, and prevent environmental degradation. As you engage in your Brownfield Redevelopment project, we want you to be aware of the enormous amount of resources available to help build environmentally-friendly and energy-efficient facilities. This brochure provides access to a great number of resources, tools, financial incentives, examples and institutions available to help you build an exciting project. You can also find a list at the following link – <http://www.envirollogic.com/resources>.

We hope you will take advantage of these resources. Further, we wish for you to share any measures that you were able to utilize in your project and the value it provided. These success stories help us compete for valuable funds so that we will be in a position to help future development projects.

Thank you again for growing your business in Jackson County. We wish you the best of luck!

Amy L. Torres  
JCBRA Executive Director on behalf of  
The Enterprise Group of Jackson, Inc.



## Building Communities Through Brownfield Redevelopment

Type of Support	Community Project Ideas	Organizations available to help coordinate project(s) <i>Contact information is attached</i>
<b>Affordable Housing</b>	Participate in a Habitat for Humanity project	Greater Jackson Habitat for Humanity
	Donate supplies & volunteer hours to address housing needs	Jackson Housing Commission, United Way, Community Action Agency, Salvation Army, Greater Jackson Habitat for Humanity
<b>Arts, Recreation &amp; Cultural Opportunity</b>	Invest in the community/neighborhood – art installations, trails, parks, etc.	Arts and Cultural Alliance of Jackson County, Michigan Council for Arts and Cultural Affairs, Jackson County Parks & Recreation,
	Sponsor community groups or events (sports teams, leagues, musical events)	Jackson County Parks & Recreation, Jackson Southwest Little League, etc.
	Preserve historical features of the property, donate items to the community or reuse in new development	Restore, The Heritage Company (Kalamazoo), Architectural Salvage Warehouse of Detroit,
	Donate a portion of your site to fill a community need – park, community garden, playground, etc.	Jackson County Parks & Recreation, Jackson Community Gardens, Jackson County - Michigan State University Extension
<b>Community &amp; Social Support</b>	Donate your products or professional services	Salvation Army, Faith-based organizations, Community Action Agency,
	Feature a local charity/community group on your website, pledge your support/make a donation	Nonprofit Network, Community Action Agency
	Encourage employees to volunteer for a community group or on a specific project	United Way, Salvation Army, Rotary Club of Jackson,
	Host a “meet your new neighbor” event, find out what the community around your site needs to flourish, how can you support them?	Allegiance Health (HIO), Local Faith-based Organizations

	Offer your offices for community meetings, celebrations, events	
	Get involved on a local board, nonprofit or neighborhood group	Nonprofit Network, Community Action Agency

<b>Educational Opportunity</b>	Support the local school(s) with periodic donations of needed equipment and/or supplies	Jackson County Intermediate School District, Jackson County Cradle to Career (C2C),
	Provide school supplies, coats, shoes, etc. at a "back-to-school" neighborhood event/fair	Jackson County Intermediate School District, C2C,
	Initiate a literacy program in your neighborhood, provide books, tutors, etc.	Jackson District Library, C2C, Jackson Energizing Education
	Provide volunteer or financial support to the Jackson Energizing Education program	Energizing Education
	Support the Jackson Cradle to Career (C2C) initiatives, provide hands-on opportunities for students (relates to Workforce Opportunities objective as well)	Cradle2Career

<b>Healthy Living</b>	Plant native trees, shrubs and plants on your site	Jackson County Conservation District, Jackson Audubon Society
	Host a holiday food drive	United Way, Catholic Charities, FoodPantries.org
	Donate to the local food pantry	United Way, Catholic Charities, FoodPantries.org
	Develop a recycling program and encourage the community to participate	Recycling Jackson
	Support health screening initiatives in the neighborhood	Allegiance Health, Health Improvement Organization, Family Services & Children's Aid, Center for Family Health,
	Encourage fitness and wellness in your community	Jackson YMCA, Jackson Tobacco Education Coalition, Jackson Health Network
	Use sustainable building practices when building/renovating the site	U.S. Green Building Council, Local Building Contractors, JCBRA Sustainability Brochure

<b>Infrastructure Improvement/Economic Development Support</b>	Purchase goods locally, support other Jackson businesses	Jackson County Chamber of Commerce
	Support Imagine Jackson 2020	Jackson 2020
	Provide funds for a local bus stop near your facility if necessary <i>(don't let transportation be an obstacle for job seekers)</i>	Jackson Area Transportation Authority,
	Offer a bike sharing program to support further alternative transportation options	Armory Bike Union, Fitness Council of Jackson Bike Rental
<b>Safe Community</b>	Provide a "safe-haven" for local youth	Support from United Way, Family Service & Children's Aid
	Including safe walking/biking paths through and around your new site – provide connectivity to the community	Jackson County Parks & Recreation, MDOT
	Ensure your property is safe and well lit	
<b>Workforce Opportunities</b>	Interview, train & hire from the local community	Jackson Area Manufacturers Association (JAMA), South Central Michigan Works!,
	Provide job skills training opportunities – internships, apprenticeships, counseling, etc.	Jackson Area Manufacturers Association (JAMA), South Central Michigan Works!,
	Support the Academy for Manufacturing Careers	JAMA
	Share your skills – get involved in the community with a mentoring program	Jackson Area Manufacturers Association (JAMA), South Central Michigan Works!,
	Provide opportunities for veterans	Jackson County Veteran Affairs



Brownfield Redevelopment Authority  
Of Jackson County  
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## **MEETING AGENDA**

**March 3, 2016 - 7:30 a.m.**

**County Tower Building~Commission Chambers, 5<sup>th</sup> Floor, 120 W. Michigan Avenue**

### **Agenda Review**

### **Call to Order**

### **Public Comment**

#### **Consent Agenda – Items removed to be considered separately**

- a) \*Minutes from February 4, 2016 JCBRA Annual Board meeting
- b) \*Approval of January 31, 2016 Financial Statements
- c) \*Approval of JCBRA Bills through January 31, 2016

#### **BRA Active Project Updates**

- a) Old Irish Mill Project Update
- b) Crown Industrial Update
- c) Kelsey-Hayes Site Update
- d) Apollo Express Project Update
- e) The Book Exchange Project Update
- f) Other Updates

#### **Old Business**

None at this time.

#### **New Business**

None at this time.

#### **Director's/Staff Comments**

#### **Board Member Comments**

#### **Task Force Comments/Updates**

- a) City BRA Update
- b) Envirologic Update

#### **Community/Public Comments**

**Next Meeting:** Board Meeting scheduled for April 7, 2016, County Tower Building, Commissioners' Chambers, at 7:30 a.m.

### **Adjourn**

*\*indicates attachment*



Brownfield Redevelopment Authority  
Of Jackson County

Served By The Enterprise Group

**JCBRA Board Meeting Minutes  
February 4, 2016  
Jackson County Tower Building – Commission Chambers**

**Present: (6)** Jim Dunn, Dan Greer, Ted Hilleary, Mark Schopmeyer, Jim Seitz, and Steve Shotwell.

**Absent: (3)** Brad Breilinski, Rod Melling, and Brad Runkle.

**Task Force Partners:** David Stegink and Pam Jackson, Envirologic.

**EG Staff:** Amy Torres and Debbie Kelly

**Cooperative Partners:** None.

**Others:** None.

**Agenda Review**

**Call to Order:** 7:38 a.m. by Chairman Dunn.

**Public Comment:** None.

**Consent Agenda:** *Motion by Mr. Hilleary to approve consent agenda, as presented. Supported by Mr. Seitz. Approved unanimously by roll call vote.*

**BRA Active Project Updates:**

- a. **Great Lakes Industry/Fern Ventures:** Ms. Torres shared that JCBRA Staff delivered the reimbursement check from the 2015 summer tax distributions.
- b. **Old Irish Mill:** Mr. Stegink shared that the QAPP was approved conditionally by the U.S. EPA two days ago. Mr. Stegink added that he has a two-week deadline to respond to them with their recommended corrections.
- c. **Crown Industrial:** Mr. Stegink reported that Envirologic is done with this project and would like to bring pictures of the vapor intrusion barrier to an upcoming JCBRA Board Meeting. Ms. Torres reminded the Board that the Economic Development Corporation of Jackson County (EDC) approved a \$200,000 Revolving Loan in January, and noted that they have a portion of the building available for lease.
- d. **Kelsey-Hayes Site:** Mr. Stegink noted that the table of contents for the MDEQ data is being prepared by Envirologic.
- e. **Apollo Express:** Mr. Stegink mentioned that they are waiting for the approval of the sampling plan.

- f. **Book Exchange:** Mr. Stegink shared that work is wrapping up for this project, after coming across some property split issues, which were resolved.
- g. **Other updates:** None to report.

**Old Business:** None.

**New Business:**

- a. **Community Engagement Presentation:** Mr. Stegink and Ms. Jackson presented the proposed Community Engagement concept to the JCBRA Board. Mr. Stegink noted that this is a U.S. EPA requirement, based upon the information provided within Jackson County's grant applications and an area we have struggled with in the past. Mr. Stegink explained there are two philosophies: The first being that people living near brownfield sites who are most affected by the redevelopment, and should benefit the most by the redevelopment – such as new jobs and a better quality of life. The second is a joint effort with other community organizations to build sustainability within Jackson County. These two philosophies are reflected within the two letters that were included in the Board packet. Mr. Shotwell asked where and when the analysis would be addressed after a property is cleaned up, like ACME for example. Does the EPA expect private developers to develop? Mr. Stegink and Ms. Torres responded yes, there is an expectation for developers since the JCBRA provided funding assistance to reach the point of redevelopment. Chairman Dunn remarked that Consumers Energy is a great example of the community engagement concept –they have committed to the mural project in downtown Jackson. Mr. Greer added that the City is also an example of redevelopment with the new park, which makes the Hayes Hotel more attractive to developers, and shared that residential units were recently approved by City for the property behind K&J Tire. Mr. Stegink continued to note the secondary benefit of this concept is to engage every project, and asked how we could get developers to do more in the community in exchange for receiving EPA Assessment Grant funds. Mr. Stegink clarified that the proposed local program is not mandated at this time and we suggest it be considered an experiment for one year, with future enhancements. JCBRA and Envirologic Staff have identified organizations to help coordinate community projects. This effort improves future funding requests for Jackson County and provides a broader sense of improving our community. Ms. Jackson added that they are looking for JCBRA Board feedback as it relates to the community organization matrix as well as the content of the two letters. The next steps for JCBRA and Envirologic Staff will be to update the JCBRA funding request application, and the JCBRA Policies and Procedures, which will tie into the community engagement efforts. Meetings will then be scheduled with partners and organizations to discuss the concept. Ms. Torres added that this effort ties into the County and EG Strategic Plans. Mr. Hilleary offered to assist Staff with making community connections. ***Motion by Mr. Shotwell to authorize Mr. Hilleary to be the JCBRA liaison to assist with the JCBRA Community Engagement efforts. Supported by Mr. Greer. Approved unanimously.***
- b. **JCBRA Representation on The EG Board:** Ms. Torres made the JCBRA Board aware of proposed EG By-Laws, which would offer affiliate organizations that are served and staffed by The EG an opportunity to have a representative on The EG Board. Ms. Torres will keep the Board apprised.

**Director / Staff Comments:** Ms. Torres mentioned that the first Quarterly Report for the EPA Assessment Grants was recently submitted by Envirologic. Ms. Kelly will email it to the Board and post it on the JCBRA partner page on The EG's web site.

Ms. Torres shared that she has been attending Michner Plating meetings as she was asked to represent the County and appreciates being involved. Envirologic has been contracted to assist but would like to explore all options before seeking JCBRA funding assistance. Mr. Stegink added that they expect the EPA to be completed this month. The Angling Avenue site assessment began yesterday and is not nearly as complicated as the downtown location.

Ms. Torres shared that JCBRA Staff is currently making revisions to the JCBRA request for funding application as well as the Policies and Procedures, as mentioned earlier in the meeting.

**Board Member Comments:** Mr. Shotwell mentioned that the County's municipal solid waste program was amended and submitted to the MDEQ. There is a 90-day comment period. Mr. Hilleary shared that the Center for Family Health Dental Office would be opening next month. Mr. Hilleary shared comments as it relates to the Flint water crisis that he heard from his daughter, who lives in Flint. Chairman Dunn noted that he recently read a comprehensive report regarding the water issues in Flint and will have Ms. Kelly share the link with everyone. Mr. Greer added that the City of Jackson has a video posted on Facebook that addresses what the City of Jackson is doing to prevent a similar situation from happening here.

**Task Force Comments/Updates:**

**City BRA Update:**

- a. Mr. Greer shared that the City BRA is going through a transition period and wasn't sure if they were planning on having a meeting in February. Ms. Torres asked to be included on the City BRA email list. Mr. Greer mentioned that the City is acquiring buildings to make room for a proposed residential development behind the former K&J Tire property, and to await an upcoming announcement for a development at the Hayes Hotel.
- b. **Envirologic Update:** Mr. Stegink reported that Envirologic would be preparing a JCBRA project presentation to share the activity occurring in Jackson County for a future meeting.

**Community / Public Comments:** None.

**Next Meeting:** The JCBRA Board Meeting is scheduled for Thursday, March 3, 2016 at 7:30 a.m. and will be held on the 5<sup>th</sup> floor of the County Tower Building in the Commission Chambers.

**Adjourned:** 8:43 a.m.

Respectfully submitted by Amy L. Torres and Debbie Kelly, JCBRA Staff.

**BROWNFIELD REDEVELOPMENT AUTHORITY**  
**STATEMENT OF ACTIVITY**  
**For the One Month Ending January 31, 2016**

	Current Month	Year to Date
<b>REVENUES</b>		
TOTAL REVENUES	0.00	0.00
<b>EXPENSES</b>		
STAFF TIME - EPA ASSESS - BRA	\$ 1,781.98	\$ 1,781.98
CONSULTING - BRA - BCRLF	3,727.63	3,727.63
TOTAL EXPENSES	5,509.61	5,509.61
<b>EXCESS REVENUE OVER EXPENSE</b>	<b>(\$ 5,509.61)</b>	<b>(\$ 5,509.61)</b>



**BROWNFIELD REDEVELOPMENT AUTHORITY**  
**STATEMENT OF FINANCIAL POSITION**  
**January 31, 2016**

**ASSETS**

**CURRENT ASSETS**

CHECKING ACCOUNT	\$ 3,575.71	
TIF ACCOUNT	46,932.23	
CHECKING ACCOUNT- ZM BCRLF	28,632.79	
SHORT TERM REC - ZM	<u>35,536.68</u>	
TOTAL CURRENT ASSETS		114,677.41

**OTHER ASSETS**

NOTE REC - ZM BCRLF	<u>574,510.26</u>	
TOTAL OTHER ASSETS		<u>574,510.26</u>

<b>TOTAL ASSETS</b>		<b><u><u>\$ 689,187.67</u></u></b>
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**LIABILITIES AND NET ASSETS**

**CURRENT LIABILITIES**

TOTAL CURRENT LIABILITIES		0.00
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**LONG TERM LIABILITIES**

COUNTY OF JACKSON LOAN	<u>\$ 117,500.00</u>	
TOTAL LONG TERM LIABILITIES		<u>117,500.00</u>

TOTAL LIABILITIES		117,500.00
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**NET ASSETS**

UNRESTRICTED FUND EQUITY	577,197.28	
EXCESS REVENUE OVER EXPENSE	<u>(5,509.61)</u>	
TOTAL NET ASSETS		<u>571,687.67</u>

<b>TOTAL LIABILITIES &amp; NET ASSETS</b>		<b><u><u>\$ 689,187.67</u></u></b>
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## BROWNFIELD REDEVELOPMENT AUTHORITY

### General Ledger

For the Period From Jan 1, 2016 to Jan 31, 2016

Filter Criteria includes: Report order is by ID. Report is printed with shortened descriptions and in Detail Format.

Account ID	Date	Reference	Jrnl	Trans Description	Debit Amt	Credit Amt	Balance
Account Description							
1010-BRA-000	1/1/16			Beginning Balance			10,748.34
CHECKING ACCOUNT	1/29/16	1352	CDJ	Envirologic Technologies Inc.		7,172.63	
				Current Period Change		7,172.63	-7,172.63
	<b>1/31/16</b>			<b>Ending Balance</b>			<b>3,575.71</b>
1020-BRA-000	1/1/16			Beginning Balance			47,063.48
TIF ACCOUNT	1/29/16	1015	CDJ	Envirologic Technologies Inc.		131.25	
				Current Period Change		131.25	-131.25
	<b>1/31/16</b>			<b>Ending Balance</b>			<b>46,932.23</b>
1025-BRA-000	1/1/16			Beginning Balance			32,748.88
CHECKING ACCOUNT- ZM BCRL	1/6/16	ZM depos	GENJ	Zimmer Marble-May 2015 pmt	2,961.39		
	1/29/16	1058	CDJ	The Enterprise Group of Jackso		1,781.98	
	1/29/16	1059	CDJ	Envirologic Technologies Inc.		5,295.50	
				Current Period Change	2,961.39	7,077.48	-4,116.09
	<b>1/31/16</b>			<b>Ending Balance</b>			<b>28,632.79</b>
1150-BRA-000	1/1/16			Beginning Balance			35,536.68
SHORT TERM REC - ZM	<b>1/31/16</b>			<b>Ending Balance</b>			<b>35,536.68</b>
1205-BRA-000	1/1/16			Beginning Balance			577,471.65
NOTE REC - ZM BCRLF	1/6/16	ZM depos	GENJ	Zimmer Marble-May 2015 pmt		2,961.39	
				Current Period Change		2,961.39	-2,961.39
	<b>1/31/16</b>			<b>Ending Balance</b>			<b>574,510.26</b>
2005-BRA-000	1/1/16			Beginning Balance			-8,871.75
A/P GENERAL	1/11/16	1893	PJ	Envirologic Technologies Inc.		105.00	
	1/11/16	1890	PJ	Envirologic Technologies Inc.		230.00	
	1/11/16	1885	PJ	Envirologic Technologies Inc.		1,601.77	
	1/11/16	1889	PJ	Envirologic Technologies Inc.		1,790.86	
	1/26/16	173	PJ	The Enterprise Group of Jackso		1,781.98	

Account ID Account Description	Date	Reference	Jrnl	Trans Description	Debit Amt	Credit Amt	Balance
	1/29/16	1015	CDJ	Envirologic Technologies Inc. - Invoice: 1650	26.25		
	1/29/16	1015	CDJ	Envirologic Technologies Inc. - Invoice: 1893	105.00		
	1/29/16	1058	CDJ	The Enterprise Group of Jackso - Invoice: 173	1,781.98		
	1/29/16	1059	CDJ	Envirologic Technologies Inc. - Invoice: 1649	157.50		
	1/29/16	1059	CDJ	Envirologic Technologies Inc. - Invoice: 1753	5,138.00		
	1/29/16	1352	CDJ	Envirologic Technologies Inc. - Invoice: 1885	1,601.77		
	1/29/16	1352	CDJ	Envirologic Technologies Inc. - Invoice: 1890	230.00		
	1/29/16	1352	CDJ	Envirologic Technologies Inc. - Invoice: 1780	105.00		
	1/29/16	1352	CDJ	Envirologic Technologies Inc. - Invoice: 1781	3,000.00		
	1/29/16	1352	CDJ	Envirologic Technologies Inc. - Invoice: 1779	445.00		
	1/29/16	1352	CDJ	Envirologic Technologies Inc. - Invoice: 1889	1,790.86		
				Current Period Change	14,381.36	5,509.61	8,871.75
	<b>1/31/16</b>			<b>Ending Balance</b>			
2025-BRA-000 COUNTY OF JACKSON LOAN	1/1/16			Beginning Balance			-117,500.00
	<b>1/31/16</b>			<b>Ending Balance</b>			<b>-117,500.00</b>
3005-BRA-000 UNRESTRICTED FUND EQUITY	1/1/16			Beginning Balance			-577,197.28
	<b>1/31/16</b>			<b>Ending Balance</b>			<b>-577,197.28</b>
5090-BRA-000 STAFF TIME - EPA ASSESS - BR	1/1/16			Beginning Balance			
	1/26/16	173	PJ	The Enterprise Group of Jackso - JCBRA staff time 10/1	1,781.98		
				Current Period Change	1,781.98		1,781.98
	<b>1/31/16</b>			<b>Ending Balance</b>			<b>1,781.98</b>
5710-BRA-000 CONSULTING - BRA - BCRLF	1/1/16			Beginning Balance			
	1/11/16	1893	PJ	Envirologic Technologies Inc. - TIF related expenses thr	105.00		
	1/11/16	1890	PJ	Envirologic Technologies Inc. - Community Engagement	230.00		
	1/11/16	1885	PJ	Envirologic Technologies Inc. - Book Exchange - prof fee	1,601.77		
	1/11/16	1889	PJ	Envirologic Technologies Inc. - Kelsey-Hayes, prof fees i	1,790.86		
				Current Period Change	3,727.63		3,727.63
	<b>1/31/16</b>			<b>Ending Balance</b>			<b>3,727.63</b>



### March 3, 2016 Invoice and Grant Activity Report

**EPA Assessment - Hazardous Grant ACTIVITIES:**

FUND CATEGORY	AMOUNT
Revenue	
US EPA Assessment Grant – Hazardous Portion	\$200,000.00
<b>Expenses:</b>	
<i>Envirologic: Work Order #54 for Phase II ESA for Old Irish Mill through January 31, 2016</i>	\$661.25
<i>Envirologic: Programmatic Activities for preparation of 1<sup>st</sup> Quarterly Report through January 31, 2016 (50/50 split)</i>	\$78.75
<i>Envirologic: Work Order #56 for Community Engagement activities through January 31, 2016 (50/50 split)</i>	\$1,421.25
<i>Envirologic: Work Order #55 for securing public file information for Kelsey-Hayes TRW site through January 31, 2016</i>	\$425.00
<b>Total:</b>	<b>\$2,586.25</b>
<i>Spent thru January 31, 2016</i>	<b>\$6,526.29</b>
<b>Available Grant Total:</b>	<b>\$193,473.71</b>

**EPA Assessment - Petroleum Grant ACTIVITIES:**

FUND CATEGORY	AMOUNT
Revenue	
US EPA Assessment Grant – Petroleum Portion	\$200,000.00
<b>Expenses:</b>	
<i>Envirologic: Programmatic Activities for preparation of 1<sup>st</sup> Quarterly Report through January 31, 2016 (50/50 split)</i>	\$78.75
<i>Envirologic: Work Order #56 for Community Engagement activities through January 31, 2016 (50/50 split)</i>	\$1,421.25
<i>Envirologic: Phase II ESA and UST investigation for Apollo Express through January 31, 2016</i>	\$938.75
<i>Envirologic: Services for Book Exchange through January 31, 2016</i>	\$3,803.87
<b>Total:</b>	<b>\$6,242.62</b>
<i>Spent thru January 31, 2016</i>	<b>\$10,438.57</b>
<b>Available Grant Total:</b>	<b>\$189,561.43</b>

**ZM BCRLF LOAN STATUS/ACTIVITIES:**

FUND CATEGORY	AMOUNT
Revenue	
Original Zimmer Marble BCRLF Loan <i>Balance as of 2/29/16: \$610,046.94</i>	<i>\$800,000.00 (Current through 06/01/2015)</i>
Expenses: <i>None to report.</i>	
Total:	<b>\$0</b>

**TIF Account Expenses:**

*None to report.*

**Total amount to be approved by the JCBRA Board of Directors on 03/03/16: \$8,828.87**

**ATTACHMENT B**

**BUDGET UPDATE**

Haz Substances					
Budget	TASK 1:	TASK 2:	TASK 3:	TASK 4:	
Descriptions	Phase I ESAs	Phase II ESAs & BEAs	Cleanup Planning	Community Outreach/Programmatic Expenses & Travel	TOTAL
Personnel					
Fringe Benefits					
Travel				\$2,500	\$2,500
Equipment					
Supplies					
Contractual	\$22,000	\$130,000	\$30,000	\$15,500	\$197,500
Other					
<b>Total</b>	<b>\$22,000</b>	<b>\$130,000</b>	<b>\$30,000</b>	<b>\$18,000</b>	<b>\$200,000</b>
<b>Actual Personnel</b>					
<b>Actual Travel</b>					
<b>Actual Contractual</b>	\$ 2,492.00	\$ 4,909.00		\$ 1,915.00	\$ 9,316.00
Petroleum					
Budget	TASK 1:	TASK 2:	TASK 3:	TASK 4:	
Descriptions	Phase I ESAs	Phase II ESAs & BEAs	Cleanup Planning	Community Outreach/Programmatic Expenses & Travel	TOTAL
Personnel					
Travel				\$2,500	\$2,500
Equipment					
Supplies					
Contractual	\$25,000	\$137,000	\$25,000	\$10,500	\$197,500
Other					
<b>Total</b>	<b>\$25,000</b>	<b>\$137,000</b>	<b>\$25,000</b>	<b>\$13,000</b>	<b>\$200,000</b>
<b>Actual Personnel</b>					
<b>Actual Travel</b>					
<b>Actual Contractual</b>	\$ 2,730.00	\$ 18,435.00	\$ 1,365.00	\$ 1,915.00	\$ 24,445.00